

**FIELD MAINTENANCE SPECIALIST**

**DEFINITION**

To perform a variety of tasks in connection with the preparation and maintenance of City ball fields; to keep the fields in safe playing condition; to prepare the fields for games; and to perform related duties as assigned.

**SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from an assigned supervisor.

Exercises technical and functional guidance over part-time staff and volunteers.

**ESSENTIAL FUNCTIONS** – Functions may include, but are not limited to, the following:

Ensure ball fields are free from any safety hazards; inspect field area for holes and puddles; inspect bleachers for loose bolts, broken seating and loose rails; inspect fence for missing ties and hinges.

Prepare ball fields for league play; drag infields to prevent compaction; lay out chalk lines.

Perform routine maintenance and repairs of ball field fences, bleachers and backstops.

Inventory and maintain equipment and supplies used for field maintenance and preparation; clean and maintain motorized equipment and tools.

Construct and install base anchors.

Monitor area for any irrigation leaks.

Build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer service.

Interpret programs for the public.

Perform related duties as assigned.

Train part-time staff and volunteers.

MINIMUM QUALIFICATIONS

Knowledge of:

Ball field maintenance practices and procedures.

Ball field preparation techniques.

English usage, spelling, grammar and punctuation.

Computer equipment and software applications related to assignment.

Ability to:

Follow written and oral instructions.

Lead, assign, train and review the work of others.

Observe safety in the work environment.

Operate and drive a City vehicle.

Use initiative and sound independent judgment within established guidelines.

Use various tools and equipment to complete preparation, maintenance and repairs of ball fields.

Operate computer equipment and software applications related to assignment.

Communicate clearly and concisely, both orally and in writing.

Train and instruct others in proper work methods and ball field maintenance techniques.

Establish and maintain effective working relationships with those contacted in the course of work.

Work effectively at remote locations without direct supervision.

Work various schedules including mornings, afternoons, evenings, weekends, holidays and split shifts as required by the work assignment.

Work with various cultural and ethnic groups in a tactful and effective manner.

Experience and Training:

CITY OF CHULA VISTA  
Field Maintenance Specialist

Any combination of education and/or experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Two years of increasingly responsible ball field maintenance experience.

Training:

Equivalent to the completion of the twelfth grade.

License or Certificate:

Possession of a valid California driver's license.

American Red Cross certifications in First Aid and CPR must be attained within 90 days of hire.

PHYSICAL DEMANDS

On a continuous basis, stand, bend, crouch, stoop, or walk during the process of ball field preparation and maintenance; lift, carry and push tools, equipment and supplies weighing up to 60 pounds; use hands and fingers to grasp tools; make repetitive hand and body motions; twist and reach below and above the shoulders; drive a City vehicle to various worksites; verbal ability to communicate in person; use a two-way radio and telephone; see in the normal vision range with or without correction; hear in the normal range with or without correction.

WORKING ENVIRONMENT

Work is performed primarily outdoors; the performance of outdoor work requires exposure to a variety of weather conditions (heat, cold, rain, intense sun); exposure to potentially hazardous substances and chemicals and work on slippery or uneven surfaces. Indoor work is performed in a variety of environments with natural or artificial lighting and moderate to high noise levels. Work is frequently disrupted by the need to respond to in-person and telephone inquiries.

6/05